



### **General Duties**

This is a full-time, sworn, shift position, with the uniformed patrol division. This job requires multi-tasking in essential duties that includes protecting the city's residents and property; proactive patrol; answering calls-for-service; traffic control and enforcement; traffic collision investigation; community policing programs and other duties as assigned. Currently enrolled academy cadets are eligible. The cadet would transfer to the sworn officer position upon successful completion of the academy with a passing score on the TCOLE exam.

### **Minimum Qualifications**

Applicants must be at least 21 years of age (at time of employment), be currently enrolled in Texas Peace Officer Academy or currently have or be eligible for Basic Texas Peace Officer License, and have a valid Texas Driver's License. See Hiring Disqualifiers under "Frequently Asked Recruiting Questions" on Recruiting page of website. The Personal History Statement also has a list of disqualifiers. Currently licensed out-of-state officers in good standing must be licensed by TCOLE by the testing date or currently enrolled in an approved full-time or part-time Texas police academy with an expected graduation date to be eligible to apply.

### **Selection Process**

Applicants meeting all minimum qualifications and completing an application, passing a physical agility test, passing a written aptitude test and will be required to turn in a completed Personal History Statement. Applicants should obtain the Personal History Statement (PHS) from the department or the department's website. The personal history statement requires items such as certified birth certificate; copy of diplomas or GED; certified transcripts; copy of military discharge; credit report (dated within the allowed preparation period); court orders (as appropriate) such as: divorce, legal separation, name change, adoption, and bankruptcy. Documents will not be returned. Incomplete PHS may result in disqualification. For any issues regarding obtaining necessary documents by the deadline for PHS, contact the recruiter.

Candidates will then sit before an oral board. All applicants must pass a criminal and personal background investigation. Top candidates after the oral board and background will then sit for an interview with the chief or designee. Candidates selected for the chief's interview will be notified of the date and time. Selected candidates by the chief will be placed on an eligibility list for conditional job offers.

### **Policy on Reapplication**

Applicants for sworn positions that were temporarily disqualified for any of the listed reasons may reapply for posted positions at least six months after the application posted due date unless specifically notified in writing at the end of the selection process that the disqualification was permanent. A new application must be submitted at that time. Disqualified applicants will be notified of the reason for the disqualification.

### **Salary**

The annual starting salary for Officer I is \$50,086 and for Officer II is \$53,081 plus benefits. Officers with experience may be able to start as an Officer II.

### **Application Deadline**

Only the Leander Police Department application will be accepted, no city applications will be accepted. Applications and Personal History Statement can be found on-line at [www.leandertx.org/police](http://www.leandertx.org/police) or at the Police Department, 705 Leander Drive, Leander, TX 78641. Please forward applications by mail to LPD Recruiter or drop off at the police department. Application deadline is June 23, 2017 at 5 PM. Two test dates have been scheduled, July 8, 2017 & July 22, 2017. Personal History Statements are due by July 28, 2017 by 5pm. Oral boards are tentatively scheduled for the week of August 7<sup>th</sup> – 11<sup>th</sup>. EOE.